

In NT Explorer

1. Click on the new directory you created in the folders frame
2. Click anywhere in the contents frame
3. From the Edit pull-down menu, click on Select All to highlight the files
4. With your cursor over any of the highlighted files, click your right mouse button

In NT Explorer, cont'd

5. Select Properties from the menu that appears by clicking on it with your left mouse button
6. Left click on the check box beside Read Only to turn it off, click on Apply, then on OK